Problems viewing payroll information?

If you're having trouble viewing payroll information in PeopleSoft, try the following:

- Make sure King County is a trusted site on your browser, and
- Allow pop-ups from PeopleSoft.

If you're still having trouble, call the KCIT Service Center at 206-263-4357.

What is a trusted site?

A trusted site is a site you know you can safely open. To add King County as a trusted site:

- Open "Tools" and then "Internet Options"
- Click on the "Security" tab, then on " Trusted Sites" and finally on the "Sites" button
- In the "Trusted Sites" window, click "Add" for the King County address that is shown. Then, click "Close."

How do I allow pop-ups?

If an "Information Bar" window has appeared in PeopleSoft asking "Did you notice the Information Bar?", follow these steps:

- Click on "Close" in the "Information Bar window
- Click on the information bar at the top of the page, and
- Choose "Always Allow Pop-ups from This Site."